

64-63-1336
19 SEP 1962~~CONFIDENTIAL~~

MEMORANDUM FOR: Deputy Comptroller

SUBJECT : Request for Approval to Write-Off Headquarters In-Transit Account Balances Prior to 1 January 1961

REFERENCE : Memorandum to Chief, Audit Staff from the Director of Logistics dated 18 September 1962, Subject: Reconciliation of Property Records and In-Transit Accounts, [REDACTED]

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1. Paragraphs 6 and 7 of this memorandum contain recommendations for the approval of the Deputy Comptroller.

2. Prior to 1 January 1962, the responsibility was at Headquarters for recording the value of shipments in-transit between Headquarters and Type I Accountable Installations and shipments between Type I Accountable Installations. Effective 1 January 1962, this responsibility was transferred to the Finance Officers of the receiving Type I Accountable Installations. The change was made in order to place the responsibility for recording the value of material in-transit at the destination location.

3. As of 31 July 1962, the records of the Finance Division reflected uncleared balances of material in-transit transactions, representing unacknowledged shipments made prior to 1 January 1962, as follows:

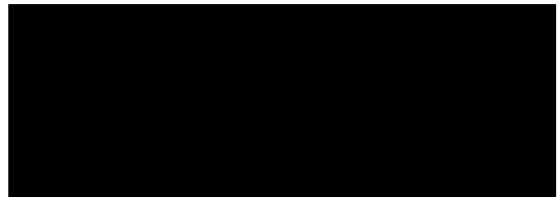
Shipments Made In Calendar Year	
1960 and Prior	1961

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Shipments between Headquarters and Type I Field Installations

Shipments between Type I Field Installations

Total



DOC	17	REV DATE	26-10-81	BY	006849
ORIG COMP			30	TYPE	01
ORIG CLASS	5		3	CLASS	C
DATE	22	NEXT REV	2011	AUTH	70-2

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4. The foregoing uncleared balances resulted from a number of contributing factors. The Finance Division has transmitted numerous follow-up dispatches to the field installations requesting advice concerning the uncleared in-transit transactions relating to shipments made prior to 1 January 1961. The field installations in a number of instances have reported that the documentation representing property transactions which occurred prior to 1 January 1961 are no longer available, thus making it impossible to research the specific shipments to and from Headquarters and to and from other stations. In the case of the [REDACTED] caused the destruction of documentation supporting all property transactions made prior to the storm. In other cases, the stations have destroyed their property documentation [REDACTED] documentation two years after audit.

5. A separate memorandum will be prepared concerning uncleared in-transit transactions representing shipments made in calendar year 1961 with the exception of certain uncleared in-transit transactions representing shipments to the [REDACTED] Station the disposition of which is discussed in paragraph 7, below.

6. In view of the efforts made to date and the reported lack of availability of documentation at field installations required for the clearance of in-transit transactions which occurred prior to 1 January 1961, it is recommended that you authorize the Finance Division to write-off from its records all uncleared in-transit transactions representing shipments made prior to 1 January 1961 (as of 31 July 1962 these aggregated [REDACTED]).

7. With respect to the [REDACTED] Station, reference (a) describes the unusual circumstances relating to the closing of the station, discusses a property shortage [REDACTED] at the station and the disposition made of the records relating to the station's property transactions. As a result of the rapid closing of the [REDACTED] Station there are several accounts on Headquarters's records relating to the [REDACTED] Station's accountability for property which cannot be cleared because the documentation needed to clear such balances are no longer available at the station; in view of this it is recommended that Finance Division be authorized to write-off:

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- (a) The value of uncleared in-transit transactions on Headquarter's records relating to the [REDACTED] Station which transactions occurred in calendar year 1961 (as of 7 September 1962 these transactions amount to a credit balance of \$879.96).
- (b) A credit amount of \$11,131.81 which is the result of property acquisitions being recorded on the station's FPA records in excess of the property acquisitions recorded on the station's Class A financial records.

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[REDACTED]
Acting Chief,
Technical Accounting Staff

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[REDACTED]
Chief, Finance Division

14 OCT 1962

Date

APPROVED:

[REDACTED]
Deputy Comptroller

Date

10/9/62
Orig. ret'd to C/TAS

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